AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE	PAGE 1 OF 4

2. AMENDMENT/MODIFICATION NO. 0001	3. EFFECTIVE DATE *(M/D/Y)* 10/30/00	4. REQUISITION/PURCHASE REQ. NO. HD1FQQ209115AA	5. PROJECT NO. *(If applicable)*

6. ISSUED BY	CODE	MDA210	7. ADMINISTERED BY *(If other than Item 6)*	COD

DEFENSE FINANCE AND ACCOUNTING SERVICE
1931 JEFFERSON DAVIS HWY., CM#3 ROOM 227
ARLINGTON, VA 22240-5291

SEE BLOCK 6

8. NAME AND ADDRESS OF CONTRACTOR *(No., street, county, State and ZIP code)*	X	9A. AMENDMENT OF SOLICITATION NO. MDA210-00-Q-1003
		9B. DATED *(SEE ITEM 11)* 10/12/00
		10A. MODIFICATION OF CONTRACT/ ORDER NO.
		10B. DATED *(SEE ITEM 13)*

CODE	FACILITY CODE

11. THIS ITEM APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of offers X is extended, ☐ is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _1_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGE-MENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE DATE AND HOUR SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and amendment and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA   *(if required)*

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS SET FORTH IN ITEM 14.

☐	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: *(Specify authority)* THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
☐	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT ADMINISTRATIVE CHANGES *(such as changes in paying office, appropriation date, etc.)* SET FORTH IN ITEM 14, PURSUANT TO AUTHORITY OF FAR 43.103(b).
☐	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO THE AUTHORITY OF:
☐	D. OTHER *(Specify type of modification and authority)*

E. IMPORTANT: Contractor ☐ **is not,** ☐ **is required to sign this document and return ___ copies to the issuing office.**

14. DESCRIPTION OF AMENDMENT/MODIFICATION   *(Organized by UCF section headings, including solicitation/contract subject matter where feasible.)*

The purpose of this amendment is to implement the following:

a.   Replace Section 2.0, Paragraphs 2.1 through 2.4 of the Statement of Work in their entirety with the revise Section 2.0, Paragraphs 2.1 through 2.4 this amendment.

b.   Extend the date for receiving proposals to 2: PM EST Nov 6, 2000.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER *(Type or print)*		16A NAME AND TITLE OF CONTRACTING OFFICER *(Type or print)*	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA BY	16C. DATE SIGNED
(Signature of person authorized to sign)		*(Signature of Contracting Officer)*	

NSN 7540-01-152-9070 PREVIOUS EDITION UNUSABLE	30-105	STANDARD FORM 30 (REV. 10-83) Prescribed by GSA FAR (48 CFR) 53.243

STATEMENT OF WORK
(SOW)

1.0 INTRODUCTION

1.1 Organization. Defense Finance and Accounting Service

1.2 Background. We are revising the traditional performance management process and making the necessary changes to improve and exceed our expectations of employee performance. The 360 multi-dimensional feedback is a tool that significantly differs from the traditional supervisor-subordinate performance evaluations. Rather than having a single person providing all of the feedback, a 360 multi-dimensional feedback acts like a group of individuals who make up both external and internal customers, subordinates, supervisor, peers and a self assessment. Using this type of feedback provides a more comprehensive view of employee performance and increases credibility of the performance appraisal process. The implementation and day to day administration of this process requires a software application program.

2.0 Requirements

2.1 Task Description. To provided a software package that will be able to implement an automated 360 multi-dimensional feedback system for approximately 18,000 DFAS employees.

This software needs to simplify the process of collecting multi-source feedback from any employee in DFAS.

Program administration will be conducted by DFAS-HQ/HF.

2.2 Technical Requirements

- Client Environment:
  Browser: Netscape Communicator 4.75
  LAN Client: Novell
  OS: NT Client 4.0 sp6
  Hardware: Pentium 32M Memory

- Web Server Environment:
  NT Server 4.0 sp6
  iPlanet Web Server 4.x
  Oracle Application Server 4.0.8

- LAN/Server Environment:
  LAN Server: Novell

- Database Server Environment:
  Database Server: Oracle 7.3 and 8.x

- No Active X Controls, can be downloaded to the client workstation.
- No mapping to the Web server by an external client is allowed. All client connections to the application must be made via the Web server interface.
- The use of persistent cookies is not allowed. Session cookies are permissible.
- Must support 128-bit Secure Socket Layer (SSL).

Award is contingent upon successful compatibility testing of the software by the DFAS ELAN Platform Engineering Team (EPET) in Pensacola, Florida.

2.3 Accessibility Requirements

The software must meet the Section 508 of the Rehabilitation Act requirements upon enactment.

Ref: Section 508 of the Rehabilitation Act
http://www.section508.gov

General Requirements:

- The software must be able to generate and send an email notice to the employee. The email notice should contain a link to a web-based evaluation form.

- The software must be capable of allowing the program

- administrator to design the appropriate evaluation forms and tools.

- The software must be capable of administering evaluations via a Web browser interface accessible via intranet, extranet, and internet environments.

- The software must be capable of using organization and personnel data stored in an Oracle database. Feedback data received from evaluators must also be saved in an Oracle database format for evaluation and analysis.

- The software must be able to produce a variety of reports including custom reports to illustrate rating levels and patterns by activity, organization, geographical location, occupational groups, grade, sex or race and national origin.

- Standard reports should be accessible via the DFAS intranet. Software must provide sufficient security to prohibit unauthorized access to evaluations.

- Ability to implement and administer in a paperless environment and maximize integration with the existing e-mail software.

- The software must facilitate easy migration of personnel data and evaluation results to and from the legacy Defense Civilian Personnel Data System (DCPDS) and later the modern DCPDS.

2.4 Deliverables. The software package must be delivered 7 days after receipt of order.

3.0   Government Furnished Resources

3.1 General. The contractor must specifically identify in his proposal the type, amount and time frames required for any government resources

4.0 Administrative Considerations

4.1 Project Point of Contact

<u>Project</u> <u>Manager</u>
Lee Evans
1931 Jefferson Davis Highway
Crystal Mall 3 Room 308
Arlington. VA 22240

<u>Alternate</u>
Maureen Deloach
1931 Jefferson Davis Highway
Crystal Mall 3 Room 308
Arlington, VA 22240